



## EMPLOYMENT OPPORTUNITIES

CITY OF MINNEAPOLIS  
City of Minneapolis Human Resources Department  
250 South 4th Street, Room #100  
Minneapolis, MN 55415  
(612) 673-2282  
<http://www.minneapolismn.gov/jobs>

*Employment Opportunities as of Monday, December 7, 2015*

Job #	Job Title	Job Type	Salary	Issue Date	Filing Date
2015-00415	Business Applications Analyst II	Full-time	\$51,448.00 - \$71,202.00 annually	11/24/15	12/11/15

**Department:**  
ASSESSOR

**Position Description:**

- There is currently one (1) exempt position to be filled in the Assessor's Office.
- Function as bridge between department and technology by providing customer service in developing and implementing procedures to sustain system and data integrity, handling systems problems and training staff in systems processes and procedures.

2015-00413	Communications Director, Office of the Mayor	Full-time	\$73,201.00 - \$80,907.00 annually	11/09/15	Continuous
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**Department:**  
MAYOR

**Position Description:**

[The Communications Director for the Office of the Mayor](#) is a politically appointed position that is responsible for building and executing a strategy for communicating the Mayor's policies and vision to a multitude of audiences throughout the city, state, region, and country, using a variety of tools and platforms. The director is also tasked with shaping office-wide messaging, collaborating with other City departments on internal and external messaging, and providing strategic counsel to the Mayor.

The director serves as the office's on-the-record spokesperson and is responsible for providing representatives of news media with accurate and timely responses to inquiries. This position optimizes various communications tools to support the efforts of the Mayor and the City.

Grow your career with a growing and vibrant world-class city that prides itself on being clean, green, diverse and active. What sets Minneapolis apart?

- We have a robust and diverse economy, with industry and businesses of all kinds.
- We are in the top five creatively vital cities in the country.
- We're a racially diverse city, home to large immigrant and native communities.
- We are an inclusive city, with a strong LGBT scene.
- We're known as one of the most bicycle-friendly cities.
- We love the arts: Minneapolis is second only to New York City in per capita attendance at theater and arts events.
- We have one of the premier park systems in the country, with 170 parks covering more than 6,700 acres of land and water.
- We have 22 lakes, giving us the nickname "The City of Lakes."

2015-00414	Coordinator-Grants and Community Engagement	Full-time	\$62,866.00 - \$86,260.00 annually	12/07/15	12/28/15
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**Department:**

REGULATORY SERVICES

**Position Description:**

Provide Department-wide leadership on community engagement efforts, including special events and public meetings in the Regulatory Services Department and manage all departmental grant activity.

**ELIGIBLE LIST WILL EXPIRE THREE (3) MONTHS FROM THE DATE OF CERTIFICATION.**

2015-00436	Inspector Housing II	Full-time	\$24.52 - \$34.17 hourly	12/07/15	12/18/15
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**Department:**

REGULATORY SERVICES

**Position Description:**

Perform inspections in unusual or controversial cases to ensure compliance with City Ordinances, including rental dwelling license ordinance and issue orders to correct any deficiencies.

Respond to complaints for nuisance condition violations, interior and exterior structural complaints and inspect assigned buildings and premises for compliance with the Housing Maintenance Code, including the rental dwelling license ordinance and related ordinances

**Eligible list will expire one (1) month from creation**

2015-00408	Public Works Financial Analyst	Full-time	\$58,517.00 - \$80,830.00 annually	12/02/15	12/20/15
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**Department:**

PW - ADMINISTRATIVE SERVICES

**Position Description:**

Provide monitoring and evaluation of financial activities, and operational performance information and provide business and project management support to Public Works.

**Eligible list will expire three (3) months after being established**

2015-00422	Supervisor, Engineering Technician I	Full-time	\$30.01 - \$32.79 hourly	11/30/15	12/18/15
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**Department:**

PW - SANITARY SEWER

**Position Description:**

Participate in and supervise others engaged civil engineering work in the field and office.

The current vacancy is with the Public Works Surface Water & Sewer Division. This position requires considerable knowledge of civil engineering design and related computer software packages including Arc GIS, XPSWMM, Bentley MicroStation (CAD) and InRoads (Design).

**Eligible list will expire two (2) months after being established**

2015-00395	Supervisor, Transportation Planner	Full-time	\$83,592.00 - \$102,501.00 annually	12/01/15	12/18/15
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**Department:**

PW - Transportation Planning & Programming

**Position Description:**

Perform professional transportation planning work in managing, directing and supervising transportation planning, project delivery and capital programming in a sub-division of the Public Works Department ensuring compliance with Federal, State and Local requirements.

The current vacancy is with the Public Works Transportation Planning and Programming Division. The current vacancy is responsible for transportation planning activities. This position serves as the liaison on a wide variety of issues concerning transportation planning including the work of team members serving on technical committees for various regionally significant projects. This position will also assist with planning and development of the capital improvement program including coordination with other divisions and departments. This position will work directly with elected officials, other agencies and the community.

**The eligible list will expire two months after being established.**

2015-00387	Systems Integrator V (Amended)	Full-time	\$62,970.00 - \$86,655.00 annually	11/09/15	12/11/15
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**Department:**

Public Works

**Position Description:**

**The application closing date has been extended to 12/11/15 11:59 P.M.**

Assess business practices and technology products, provide operational data that supports the needs of the department and perform technical application support, maintenance, and development services for departmental systems such as Maximo, WIMS, Granite XP, Flowlink, Sharepoint and SCADA.

The Public Works department currently has two positions available. The positions are located in Water Treatment & Distribution and Surface Water & Sewer Divisions.

**The eligible list will expire two (2) months after being established.**

**Internal  
Opportunities**

Job #	Job Title	Job Type	Salary	Issue Date	Filing Date
2015-00440	Program Assistant	Full-time	\$21.72 - \$30.32 hourly	12/04/15	12/13/15

**Department:**

CPED

**Position Description:**

**Restricted to current employees of the Community Planning and Economic Development department in the City of Minneapolis**

In a non-supervisory capacity, the Program Assistant will participate in clerical, technical, and administrative work for a Division or Department, relieving executives and professional staff of routine work, or provide support to specific programs and activities ensuring efficient operation.